

ER-1-1896

AUG 14 1950

Loyalty Review Board
U. S. Civil Service Commission
Washington 25, D. C.

Attention: Regulations and Advisory Section

Gentlemen:

This is to acknowledge receipt of your memorandum of 7 August 1950 to all Executive Departments and Agencies, Subject: Information on Agency Loyalty Boards.

STAT The Central Intelligence Agency Loyalty Board has original jurisdiction in all cases in this Agency arising under the loyalty program. The Board is located at our headquarters, 2430 E Street, N. W., Washington, D. C., but it has in one instance been convened at [redacted] The Board has Agency-wide jurisdiction. The Board is under the Chairmanship of the Executive of the Central Intelligence Agency, and its members consist of the Assistant Directors and Deputy Assistant Directors of the Agency. Three members of the Board, including the Chairman, sit in each case, and in no instance does an Assistant Director sit in a case involving an employee under his jurisdiction. The Board is always attended by a member of our Legal Staff who serves as Legal Advisor and Recorder without vote. The Chief of our Inspection and Security Staff also sits as an Advisor to the Board without vote.

This Agency has no loyalty board having appellate jurisdiction. This function is performed by the Director of Central Intelligence personally.

Matters relating to the loyalty program may be discussed with me as Chairman of the Central Intelligence Agency Loyalty Board (telephone number, [redacted] or with

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STAT Mr. Walter L. Pforzheimer, The Assistant General Counsel, who serves as Legal Advisor and Recorder of the Board and who maintains all the records and procedures in connection with its operation (telephone number, [REDACTED])

STAT There has been no change in the organizational structure, regulations or procedures of the Central Intelligence Agency Loyalty Board since the issuance of the attached CIA Administrative Instruction [REDACTED] Subject: Loyalty Board and Loyalty Adjudication Procedure, dated 23 August 1948, which is the basic instruction upon which we operate the loyalty program in this Agency. The composition of the Board also remains the same, although there have been changes in the persons who have held the positions of Assistant Director or Deputy Assistant Director in the Agency.

Sincerely yours,

[REDACTED]
Acting Executive and
Chairman, CIA Loyalty Board

Attachment -

CIA Administrative Instruction [REDACTED]
dated 23 August 1948.

WLPforzheimer:blc

cc - Central Records

Signer

Chief, I&SS

Mr. Pforzheimer - *w/Lassie*